

### **EMPLOYMENT REFERENCES**

The Santa Cruz County Superintendent of Schools or designee shall process all requests for references, letters of recommendation, or information about the reasons for separation regarding all county office employees other than himself/herself. All letters of recommendation to be issued on behalf of the district for current or former employees must be approved by the Superintendent or designee.

At his/her discretion, the Superintendent or designee may refuse to give a recommendation. Any recommendation he/she gives shall provide a careful, truthful and complete account of the employee's job performance and qualifications.

### **LEGAL REFERENCE**

#### **LABOR CODE**

1050-1054: Re-employment privileges

#### **CIVIL CODE**

47: Privileged communication

#### **CODE OF CIVIL PROCEDURE**

527.3: Labor disputes

#### **CODE OF REGULATIONS, TITLE 5**

80332: Professional candor and honesty in letters or memoranda of employment recommendation

#### **COURT DECISIONS**

Randi W. v. Muroc Joint Unified School District et al., (1997) 14 Cal.4th 1066